



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## **Library Trustees Minutes 05-14-2002**

Robbins Library Board of Trustees  
May 14, 2002

### Call to order

The meeting was called to order at 7:35 PM. Attending were trustees David Castiglioni, Patricia Deal, Katharine Lawrence, Barbara Muldoon, Frank Murphy, Joyce Radochia and Susan Ruderman. Also attending were library director Maryellen Loud and assistant director Cynthia Diminture.

### Approval of minutes

There were two corrections to the minutes of the April 9<sup>th</sup> meeting. In the "Approval of Minutes" paragraph, the last sentence should read Ms. Ruderman rather than Mr. Ruderman. In the paragraph about the July 3<sup>rd</sup> closing, the order of the last two sentences was reversed. The correct wording is "This has been past practice. Passed unanimously". The corrected minutes were approved on a motion by Ms. Deal; seconded by Ms. Lawrence. Passed unanimously.

### Communications

Ms. Loud was invited to join the Diversity Coalition Group, which is a citizen group sprung from the town's Diversity Task Force. She attended one meeting and will probably serve on one of their sub-committees.

The Board of Selectman forwarded a letter to Ms. Loud from a library patron upset with the noise level in the library. Ms. Loud wrote a letter to the selectmen in response and they forwarded a copy to the patron.

### Robbins Print Collection

Ms. Loud gave an update on the status of the project, particularly with regard to the potential for off-site storage of some prints. Discussion took place about the advantages and disadvantages of two facilities which had been evaluated by Ms. Loud and Nancy Gentile. The trustees recommended putting all the prints in one storage facility, with two different levels of climate control based on the value of the prints. A representative of Fine Arts Express will do a site visit to determine final costs. The question of hiring a curatorial assistant for the print collection was raised and was tabled until a future meeting.

### FY2003 budget update

Ms. Loud expects that a budget figure will be received from the Town Manager within a week. She will make a final budget submission accordingly.

### RIF program

The contract is due at the end of May but Ms. Loud advises non-renewal. Due to the tight budget, the trust funds

could better be used to support services at the Robbins Library. One potential use is to reinstate the book giveaway at the library. Ms. Ruderman brought up the possibility of obtaining corporate sponsorships from a company such as Starbucks for these programs. Ms. Ruderman made a motion; seconded by Mr. Murphy, not to renew the RIF contract for the coming year. Passed unanimously.

#### Author program update

Sue Miller has declined the invitation of the trustees because of a heavy schedule. Ms. Loud has written to Elizabeth McCracken but hasn't yet received a response.

#### Special projects update

Ms. Loud reviewed the list of potential projects listing projected costs and possible sources of funding.

#### Signage and enforcement of library regulations

Ms. Loud talked to the trustees about a letter received by the selectmen regarding noise in the library. In response, Ms. Loud has posted additional signage and spoken to staff about trying to enforce a quiet atmosphere, especially in the lobby area.

#### Planning for a 2004 Ten-Year celebration

The trustees deferred discussion on this until the fall.

#### Fundraising

A chart was distributed showing the response thus far to the individual and business donor solicitations. To date, approximately \$10,000 has been received. A corporate donor annual report will be inserted into the annual report and mailed to the corporate donors. The summer newsletter and the web site will list contributors of \$500 or more. In September, the trustees will discuss approaching Little Brown for a donation.

#### Friends of the Library update

The annual membership renewal drive has been taking place. There are two new Friends' board members. A planning session for the Town Day book sale will be held on Thursday, June 13<sup>th</sup>.

#### Appointment of nominating committee

Mr. Murphy and Mr. Castiglioni agreed to serve as the nominating committee and will present a slate of officers for consideration at the June meeting.

#### Adjournment

The meeting was adjourned at 10 PM on a motion by Ms. Radochia; seconded by Ms. Deal. The next meeting will take place on Tuesday, June 11<sup>th</sup> at 7:30 PM.

Respectfully submitted,

Cynthia Diminture

